

14 SEP 1978

MEMORANDUM FOR: Legislative Counsel

ATTENTION: FROM:

Acting Director of Logistics

SUBJECT: Data Requested by Mr. Charles Snodgrass
during 13 September 1978 Meeting on
Agency-leased Space Requirements

Ed:

Attached herewith is supplemental information we
promised to provide Chuck Snodgrass during our meeting
with him on 13 September:

a. Summary of Agency space holdings in
Metropolitan Washington Area (NOTE: although
this data was pulled from a comprehensive study
made in February 1977, there have been no
significant changes since that time).

b. Excerpts of DCI's (Bush) testimony to
House Appropriations Committee on 1 April 1976 -
as it relates to the space requirement - identified
in our FY 1977 Congressional Budget (also attached).

 STATINTL

Att

cc: C/AG/O-Compt

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DD/L/H (14 Sept 1978)

OL 8 4292

STATINTL

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Mr. Mahon: Why is \$935,000 budgeted for "expansion" in Standard Level User Charges?

Mr. Bush: Mr. Chairman, the funds requested for expansion are required for payment to GSA for additional space necessary to solve a number of immediate and short-term problems primarily in the Headquarter area. We have for some time put up with overcrowding in a number of areas with the resultant loss of employee efficiency, lower morale, reduced flexibility, and higher support costs. I might add that the present Agency office space utilization ratio, i. e., in terms of square feet per person, is substantially below the GSA norm and the modest expansion planned for 1977 will improve our overall situation, but will still leave the Agency as a whole well below GSA standards. A portion of the expansion cost covers GSA charges for employee parking areas at two buildings.

Mr. Mahon: Who is going to occupy this additional space?

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Mr. Bush: Mr. Chairman, the [redacted] is now being prepared for occupancy by elements of the Physical Security Division; the offices of the Deputy Director for Physical, Technical, and Overseas Security; and a number of specialized components of the Office of the Deputy Director for Policy and Management, Office of Security. This will consolidate a number of previously dispersed elements. We are

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also planning to occupy the basement and first floors of the [redacted]

[redacted] although leasing has been delayed due to a General Services Administration leasing "freeze." This space is tentative planned for occupancy by Office of Development and Engineering elements located in Headquarters, Chamber of Commerce and [redacted]

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Mr. Mahon: If the Intelligence Community Staff is moving as planned, won't that free up existing space?

Mr. Bush: The move of the Intelligence Community Staff from the Headquarters Building will indeed free up existing space--approximately

16,000 square feet. Other planned moves will free an additional 34,000 square feet for a total of 50,000 square feet. However, we have immediate short-term requirements of approximately 70,000 square feet for a wide variety of components in all Agency Directorates. Hence, we will still require an additional 20,000 square feet in order to meet just our immediate requirements.

Mr. Mahon: In that case, is the full \$935,000 needed? STATINTL

Mr. Bush. Yes, it is. The acquisition of the space will permit us to meet our immediate requirements and also will permit consolidation of several dispersed components. Equally important, it will help to relieve some of the overcrowded conditions in the Headquarters Building. As mentioned previously, our office space utilization ratio is far below the General Services Administration norm and should be rectified.

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